

U.S. Department of the Treasury
Financial Crimes Enforcement Network
c/o Internal Revenue Service – Enterprise Computing Center – Detroit
P.O. Box 33116
Detroit, MI 48232-0116

[Date]
[MSB Name]
[MSB Address]
[City, State Zipcode]

Subject: Registration Renewal of Money Services Businesses

According to our records, your money services business (MSB) registration with the U.S. Department of the Treasury, Financial Crimes Enforcement Network (FinCEN), has not been renewed. Specifically, we have not received a renewal with the Taxpayer Identification Number (TIN) used in your previous registration. To comply with regulatory requirements of the Bank Secrecy Act, the federal anti-money laundering law, certain MSBs are required to renew their registrations every two calendar years by December 31 of the second calendar year (*see* 31 CFR 103.41(b)(2) and (b)(3)).

If you have not renewed your MSB registration, and your business continues to provide money services for which you are required to register, you should renew immediately.

To obtain a new Registration of Money Services Business form (FinCEN Form 107), please go to http://www.fincen.gov/financial_institutions/msb/msb.registration.html. Complete the Registration Form to renew your registration (by checking box 1b: Renewal), print, sign and mail your completed Form 107 to the IRS-Enterprise Computing Center – Detroit (IRS-ECC-D), Attn: Money Services Business Registration, P.O. Box 33116, Detroit, MI 48232-0116.

If you no longer conduct activities that require you to register with FinCEN as a money services business, you do not need to take any action in response to this letter.

If you have renewed your MSB registration, for example, by using a different TIN (also known as an EIN for entities and SSN or ITIN for individuals), please check the updated Money Services Business Registration List on FinCEN's website (www.fincen.gov) to see if your business is listed. You do NOT need to take any further action to renew your registration if your business appears on the updated MSB Registration List published on the above website. You may have received this “renewal reminder” letter because you previously registered using one TIN and renewed your registration using a different TIN. This occurs because FinCEN identifies the most recent registration filed by an MSB solely based upon the information provided on the registration form in Item 9 – the TIN. Also, if your registration is received in between times when monthly updates to the List are posted, your business will not appear on the List until the next monthly update.

As a further reminder, FinCEN's published MSB Registration List is intended only as general reference for the public and should not be treated as determinative of an MSB's registration status. The only determinative evidence of an MSB's registration status is the acknowledgement letter from IRS-ECC-D that an MSB receives in about 8 weeks after filing its registration.

Please call the IRS-ECC-D at 1-800-800-2877 for all inquiries regarding **MSB registration acknowledgement letters**. If you have any questions about whether your business is required to register, please call FinCEN's Regulatory Helpline at 1-800-949-2732.

Sincerely,

//signed//

Jamal El-Hindi
Associate Director
Regulatory Policy & Programs Division
Financial Crimes Enforcement Network